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To: Supervisor Gloria Molina, Chair
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: *Robert B. Taylor*
Robert B. Taylor
Chief Probation Officer
Chair, Comprehensive Educational Reform Committee

Darline P. Robles, Ph.D. *for Darline P. Robles*
Superintendent, Los Angeles County Office of Education

Subject: **COMPREHENSIVE EDUCATIONAL REFORM IN JUVENILE HALLS
AND CAMPS – THIRD QUARTERLY MOU REPORT CARD**

This is our third quarterly report card on implementation of the Probation-Los Angeles County Office of Education (LACOE) Memorandum of Understanding (MOU).

BACKGROUND

As indicated in our initial quarterly report, on July 14, 2008, Probation and LACOE executed an MOU to implement comprehensive educational reform (CER) in the Los Angeles County juvenile halls and camps. One of the MOU provisions called for the two agencies to develop and document a process to utilize a quarterly "report card" to measure and report progress in implementing the provisions of the MOU in order to identify areas of strength as well as areas in need of improvement by one or both agencies.

Attached are the third quarter "grade" results as well as those from the first and second quarters. In comparison to the Second Quarter grades, there was no change in grade results. The provisions that do not have a grade are awaiting the implementation of data collection systems or procedures.

STRATEGIES FOR MOU IMPLEMENTATION

Areas for Improvement

- **C5 / D3 – Instructional materials, equipment, and space.** LACOE currently provides all the computer hardware and software used in the Juvenile Court School (JCS) classrooms. Pursuant to the MOU, Probation agreed to provide the computer hardware for JCS classrooms in the juvenile halls and camps. Probation needs to establish a multi-year cycle for adding and replacing computers in juvenile hall/camp classrooms. Currently, there is one computer for approximately every 3 youth in the juvenile halls and camps. Consequently, Probation and LACOE need additional computers in the juvenile halls and camps to meet expectations.
- **C8 / E10 – Behavioral reports.** LACOE currently prepares a behavioral report any time that a youth is referred out of or suspended from a classroom. Behavioral report information and the related process need to be integrated with the Behavior Management Programs (BMPs) in the juvenile camps.
- **D2 / E1 – Probation resources/Safety and security at halls and camps.** In an effort to achieve substantial compliance with the October 28, 2008 United States Department of Justice (DOJ) and Los Angeles County Memorandum of Agreement (MOA) relative to the Probation camps, Probation has submitted a request to the Chief Executive Office for additional resources. The request is being reviewed by the CEO.
- **D7 – Special needs youth referrals to LACOE.** Probation staff in juvenile halls and camps need to be able to (a) identify learning disabilities and/or other special education needs, (b) help develop Individualized Education Programs (IEPs) for youth with learning disabilities and/or other special education needs, and (c) advocate for youth with IEPs so educational service providers can improve matching special education students with appropriate services while they are in juvenile halls or camps prior to their transition back to the community. Such staff training should be added to the 116 hours of staff training included in the action plan to implement the camps-related DOJ MOA.
- **D9 – Probation training of LACOE staff.** Probation has provided LACOE with a syllabus to break down the 40-hour training in Core Correctional Practices (CCP) and Motivational Interviewing (MI) into 2-hour in-service trainings that could be provided to LACOE staff in the juvenile halls and camps on a regular basis. LACOE is developing a plan to begin providing such EBP training to JCS teachers and staff in the juvenile halls and camps in the 2009-10 school year.

- **D10 - Probation quality assurance (QA) program.** Probation is still relatively early in the process of developing and/or implementing its QA programs to assess EBP implementation and to ensure compliance with the DOJ-County MOA regarding the juvenile camps. QA staff need to continue to work with both Probation's DOJ monitoring staff and LACOE's Internal Audit & Analysis staff to develop consistent and complementary QA protocols and work programs.
- **E2 – Instructional time.** JCS school attendance is taken each school period. However, not all students have the opportunity to attend class every day due to court appearances, medical and dental appointments, GED testing, etc. Accordingly, the number of hours of academic instruction received by each youth each day in juvenile halls and camps may not always be 300 minutes, and LACOE loses Average Daily Attendance (ADA) revenue if youth are not included in the attendance counts. LACOE estimates that it is losing \$4.2 million annually due to this problem. Accordingly, Probation and LACOE need to collaborate on ways to improve scheduling for off-site appointments that result in missed class time.

Probation is currently completing the development of processes for conducting Multidisciplinary Team (MDT) cross-systems assessments and case planning for youth ordered to camp while detained in juvenile halls and youth scheduled for release from camp back into the community. It is essential that Probation and LACOE collaborate to ensure that any time spent on assessments and in MDT sessions is counted as classroom time for affected youth to avoid any additional loss of ADA revenue to LACOE.

- **E5 / E6 – MDT protocols.** The above MDT protocols have been implemented at all juvenile camps involving youth returning to LAUSD (Phase I) followed by the other five key school districts (Antelope Valley Unified High School District, Compton USD, Long Beach USD, Pasadena USD, and Pomona USD) that together with LAUSD account for 80 percent to 90 percent of probation youth in the juvenile camps (Phase II), and finally the rest of the five high school districts and 47 unified school districts in Los Angeles County (Phase III). The new MDT protocol is currently being implemented at Camp Ellison Onizuka (YOBG camp) and is being phased in at the other 16 juvenile camps during the remainder of FY 2009-10.
- **E8 – Student homework.** Homework is a key component of student learning. In juvenile halls and camps, homework completion frequently necessitates tutoring in both literacy and course content. Career technical/vocational education (CTE/VE) will likely require team project work inside and outside JCS classrooms. Probation and LACOE need to establish protocols and schedules to ensure this occurs.

Additional Data Collection Needed

As indicated on the bottom of the attached MOU report card, grading of several MOU provisions depends on Probation and/or LACOE implementation of new information systems and/or procedures to collect and compile the necessary data. The following provides a summary of key steps that are underway or will be implemented during the upcoming months.

- **C2 – Plan of instruction.** Juvenile halls and camps are using O'Neil pacing plans and substitute plans. Use of pacing plans will be monitored beginning January 2010. Measurement will be based on random samples of classrooms and days during the quarter.
- **C4 / C7 / D9 – LACOE teacher orientation, training, and professional development.** JCS Administration is currently tracking orientation, training, and professional development of new teachers and applicable staff at the juvenile halls and camps. Beginning in the first quarter of 2010, JCS Administration will begin tracking orientation of new employees at the juvenile halls or camps, BMP and EBP training of LACOE teachers and long-term substitutes, and professional development.
- **C5 – Instructional materials and equipment.** Performance standards are based on California Education Code Section 60605 (content standards). Accordingly, LACOE measures and reports these data on an annual basis in the third calendar quarter. On August 18, 2009, the LACOE Board certified that each student in the Juvenile Court Schools has been provided with California standards-aligned textbooks or basic instruction materials in mathematics, science, history-social science, and reading/language arts (including the English Language development component).
- **E9 – Electronic data exchange.** In February 2009, LACOE established a new system for centralized scanning of school records from other school districts. In April 2009, Probation implemented its new Probation Case Management System (PCMS) for juvenile probationers. In October 23, 2009, LACOE implemented its new student data records management system. Use of the new systems as well as LACOE's Special Education (SPED 1) System will facilitate electronic data exchange of school records, which the two agencies can begin measuring the first quarter of 2010.
- **MOU Addendum Needed**

In addition, Probation and LACOE concur that there is a need to provide clarifying language regarding some of the MOU provisions and to more appropriately delineate responsibilities. Consequently, we anticipate preparing and executing an addendum to the MOU within the next reporting quarter.

ACADEMIC ADVISORY COMMITTEE UPDATE

Probation and LACOE representatives continue to meet with the Academic Advisory Committee that consists of academic experts. The Committee held its fourth meeting on October 14 primarily to discuss the report card's draft data framework and how such education reform objectives would fit into our Probation Department's Strategic Plan. In addition, the Committee held a Special Meeting on November 19, 2009 to discuss the logistics of pilot testing a youth survey at selected camps and continued discussion regarding the establishment of performance indicators and outcomes.

Please contact us if you have any questions or if additional information is necessary, or your staff may contact Jitahadi Imara, Deputy Director, Juvenile Institutions Services, Probation, at (562) 940-2560, or Gerald Riley, Assistant Superintendent for Educational Programs, LACOE, at (562) 803-8301.

RBT:dn

Attachment

c: Honorable Michael Nash, Presiding Judge, Juvenile Court
Sachi A. Hamai, Executive Officer, Board of Supervisors
William T Fujioka, Chief Executive Officer
Robert Kalunian, Acting County Counsel
Wendy L. Watanabe, Auditor-Controller
Angie Papadakis, President, Los Angeles County Board of Education
Clay Hollopeter, President, Probation Commission
Margaret Todd, County Librarian
Dr. Marvin J. Southard, Director, Department of Mental Health
Jose Huizar, Chair, Los Angeles County Education Coordinating Council
Trish Ploehn, Director, Department of Children and Family Services
Judy Hammond, Public Information Officer, Chief Executive Office
Comprehensive Educational Reform Committee
Children's, Education, and Justice Deputies

ATTACHMENT

3RD QUARTERLY PROBATION - LACOE MOU REPORT CARD

No.	MOU Provision	Respon- sibility	1 st Quarter Jan – Mar 2009	2 nd & 3 rd Quarters Apr – June July – Sept 2009
C1	Provide plan of instruction by appropriately credentialed teachers	LACOE	E	E
C2	Provide plan of instruction for all classes in juvenile halls/camps and DKC	LACOE		
C3	Ensure adequate number of educational staff (i.e., budgeted items are filled)	LACOE	E	E
C4	Provide professional development to teachers, administrators, service providers	LACOE		
C5	Provide sufficient instructional materials and equipment	LACOE		
C6a	Identify youth with special needs (i.e., those having a current IEP)	LACOE	T	T
C6b	Serve youth with special needs (i.e., those having a current IEP)	LACOE	M	M
C7	Provide orientation and/or training to new LACOE employees as well as regular and long-term substitute teachers within 1 month of their start dates	LACOE		
C8	Refer youth to LACOE Student Planning Teams (SPTs)	LACOE		
C9	Monitor/report cleanliness/presence of graffiti in classrooms (halls only, for now)	LACOE	E	E
C10	Continue quality assurance programs	LACOE	T	T
D1	Maintain safety and security at all school sites	Probation	T	T
D2	Ensure that budgeted juvenile hall/camp staff items are filled	Probation	M	M
D3	Provide appropriate space/equipment for educational delivery	Probation	N	N
D4	Provide cleaning and maintenance of educational space	Probation		E
D5	Provide youth for daily instruction	Probation	M	E
D6	Develop/implement Individual Behavior Management Plans (IBMPs)	Probation	E	E
D7	Refer youth with special needs to LACOE	Probation	T	T
D8	Refer youth to LACOE Student Planning Team (SPT)	Probation	T	T
D9	Provide training to LACOE staff in juvenile halls/camps and DKC	Probation		
D10	Develop and implement quality assurance programs	Probation		
E1	Ensure safety and security of juvenile halls and camps	Shared		
E2	Provide youth with 300 minutes of school day instruction	Shared		
E3	Minimize youth transfers between juvenile facilities	Shared		
E4	Encourage parents/legal guardians to participate in IEP meetings	Shared		
E5	Develop integrated case plans to address comprehensive needs	Shared		
E6	Develop comprehensive transition plans for youth returning to the community	Shared		
E7	Ensure IEPs are completed within required timelines	Shared	E	E
E8	Collaborate on assignment and completion of homework (juvenile halls only)	Shared	M	M
E9	Support electronic data exchange (EDE) of school records	Shared		
E10	Collaborate on Behavior Management Program training and implementation	Shared		
E11	Maximize student participation in the instructional program	Shared	M	M
E12	Collaborate in administrative reviews and investigations	Shared		
E13	Participate in regularly scheduled on-site meetings	Shared	M	M
F1	Resolve disputes at the lowest possible (site) level within 3 business days	Shared		
F2	Resolve disputes at LACOE Division Director and Probation Bureau Chief level within 5 business days	Shared		
F3	Resolve disputes at LACOE Assistant Superintendent and Probation Deputy Director level within 5 business days	Shared		
F4	Resolve disputes at LACOE Superintendent and Chief Probation Officer level	Shared		

Grades: E = Exceeds Expectations M = Meets Expectations N = Does Not Meet Expectations T = Trend data only
 MOU provisions not yet graded are awaiting data from new information systems and/or procedures being implemented in 2009, so that reporting will, in most cases, begin with the 1st quarter of 2010.